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CIA SENSITIVE

# REPORTS INVENTORY

PREPARE IN DUPLICATE

CONTROL NO. DD/S 0?. 0??

1. TITLE OF REPORT (If a fill-in report include Form No.)
Waiver Forms (COMSEC)

2. TYPE OF REPORT: [ ] STATISTICAL [X] NARRATIVE [ ] MACHINE-NAME LISTING

3. FUNCTIONAL AREA: [ ] PERSONNEL [ ] TRAINING [ ] ADMIN. GENERAL; [ ] LOGISTICS [X] SECURITY [ ] OTHER (specify); [ ] MEDICAL [ ] FINANCE [X] COMMUNICATIONS

4. NO. OF COPIES PREPARED: 2

5. FREQUENCY (weekly, monthly, quarterly, etc.): As required

6. DISTRIBUTION (No. of components and number of copies): 2

7. FORMAT (memorandum, form, computer print-out, etc.): Form 2924

8. ADP PROCESSING: [ ] YES [X] NO — IF YES GIVE ADP PROCESSING NO.

9. DIRECTIVE AUTHORITY REQUIRING REPORT: OC-CS Doctrine

10. PREPARING COMPONENT (Include lowest level contributing information to report): Commo Area Hdqs.

11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.): None

## 12. COST FACTORS

### A. MANUAL PREPARATION AND REVIEW COSTS

| GRADE | HOURLY RATE | X | HOURS PER REPORT | = | COST PER REPORT | X | TIMES PREPARED | = | COST PER YEAR |
|---|---|---|---|---|---|---|---|---|---|
| GS-13-14 | $8.86 | | 1 | | $8.86 | | 8 | | $70.88 |
| GS-9-14 | $7.05 | | 1 | | $7.05 | | 8 | | $56.40 |

### B. COSTS OF COMPUTER PRODUCED REPORTS

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | |

16 TOTAL COSTS PER YEAR $127.28

13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (In addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

Report provides information concerning technical and physical security deficiencies at Agency's communications facilities. Part of continuous security appraisal and assists in corrective action.